

# **QPA # 44531 / AEDs AND ACCESSORIES**

## **PURCHASING PROCEDURES**

**These procedures are for the purchase of Cardiac Science AEDs and Accessories from the Zoll Medical Corporation**

### **OVERVIEW**

This QPA is for the purchase of Automated External Defibrillators (AED) from the Zoll Medical Corporation. The agreement between the State of Indiana and Zoll Medical Corporation offers a monetary rebate amount for the return of Philips HeartStart FRx models and “older” AED devices, providing that a new Cardiac Science AED unit is purchased as a replacement. Procedures regarding purchasing AED devices, returning devices and receiving the rebate are as follows:

### **DEVICE PURCHASES**

Follow standard State of Indiana procedures for purchasing QPA items.

Once the PO for a new AED has been issued, the purchaser will receive a phone call or e-mail from Troy Pflugner, Zoll Medical Corporation Regional Manager. Troy will assist the purchasing agent with determining whether this purchase is to replace a Philips HeartStart FRx or “older AED”. See the attached “State of Indiana Trade-In Coupon” for a list of devices which qualify for a rebate.

### **REBATE AMOUNT**

#### **FOR PHILIPS HEARTSTART FRx DEVICES:**

If the new purchase is to replace a Philips HeartStart FRx device the agency will receive an immediate \$200 discount off the agreed upon NASPO ValuePoint pricing. This discount will be reflected on the invoice corresponding to the purchase of the new Cardiac Science AED unit.

The Philips HeartStart FRx AED is currently listed on a recall list exempt from meeting that requirement to be in good, working condition.

## **FOR OTHER DEVICES**

If the new purchase is to replace a device listed on the rebate coupon, the agency may receive a rebate amount based on the current market value of the device. The agency will NOT receive an immediate \$200 discount on the purchase of the new device.

**NOTE:** Prior to the return of these non-recalled devices, agency must conduct a 'good, working condition' test of the device. See above for definition of 'good, working condition'.

Good, working condition is defined as: cosmetically acceptable with no scratches or cracks; passes the device "self-test"; device is an FDA approved device; and device is not currently listed on any recall list. The Philips HeartStart FRx AED is currently listed on a recall list exempt from meeting that requirement to be in good, working condition.

**NOTE:** If the amount of rebate for these non-recalled devices is less than the cost of freight charges incurred to return the device to AED REBATE at the address on the coupon, the agency should follow the State of Indiana Asset Retirement procedures (See attached Indiana State Form #13812 - – NOTIFICATION OF SURPLUS STATE-OWNED PROPERTY). Follow procedures for "Trade-In for New Purchase" (see 8.4.3 Retirement of Capital Assets).

Devices other than those listed on the coupon are not eligible for any rebate.

## **PURCHASE IS NEW / NOT A REPLACEMENT DEVICE**

The purchase of a new device, not intended as a replacement, does not qualify for any discount or rebate amount.

Once the rebate is received by the purchasing agency, standard procedures for processing rebates should be followed.

## **DEVICE RETURNS**

After the purchasing agency receives the new AED from Zoll Medical Corporation, the "State of Indiana Trade-in Coupon" must be completed in its entirety, noting purchasing agent and agency. The device approved for rebate should be returned to AED REBATE at the address noted on the coupon. All shipping charges for returned devices are the responsibility of the purchasing agency.

## **IF PURCHASE IS TO REPLACE A PHILIPS HEARTSTART FRx DEVICE:**

The device must be returned to the address provided on the coupon. Upon receipt of the device, Coro Medical, LLC (CoroMed) will issue a rebate check in the amount of \$300 to the purchasing agency no later than 90 days after receipt of the device. Should there be a change in the entity issuing the rebate, the IDOA Vendor Manager will notify all state agencies.

**IF PURCHASE IS TO REPLACE A DEVICE LISTED ON THE COUPON:**

The device must be returned to the address provided on the coupon. Upon receipt of old device, a rebate check for the amount associated with the device (listed on the coupon) will be issued by Coro Medical, LLC (CoroMed) no later than 90 days after receipt of the device. Should there be a change in the entity issuing the rebate, the IDOA Vendor Manager will notify all state agencies.

Once the rebate is received by the purchasing agency, standard procedures for processing rebates should be followed.

**REPORTING**

Periodically, the IDOA Vendor Manager for this QPA will request the agencies provide ad-hoc reports to ensure all due rebates from Zoll Medical Corporation are being received. Therefore, all devices purchased/returned should be tracked utilizing standard asset procurement procedures: by model number and serial number.

NOTE: Market values for older AED devices are determined bi-annually. The vendor will provide the IDOA Vendor Manager with an updated list of device models and associated market values on a bi-annual basis. The IDOA Vendor Manager will forward this list to all state agencies upon receipt. The current trade-in offer expires on the date indicated on the coupon.

**NOTE: To insure that all information regarding this QPA is distributed in a timely fashion, please e-mail the IDOA Vendor Manager at the e-mail address below and indicate the name/e-mail address/phone number of the person in your agency who is the primary contact person for this QPA.**

Please share this information with other employees in your agency who are responsible for maintaining or purchasing AED devices.

Any questions regarding QPA 44531 – AEDS and Accessories – should be directed to:

**Ann Walker**

**Indiana Department of Administration**

Vendor Manager

402 W. Washington Street, Room W468

Indianapolis, IN 46204

anwalker2@idoa.in.gov

P: 317-234-2142

F: 317-232-7312